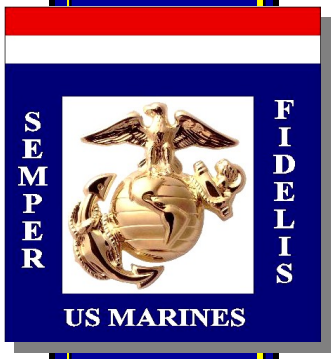


ITM COI Conference
March 2004

Tony Torres-Ramos

Topics

- Goals for Workforce Development
- Value Proposition
- Structure
- Roles and Responsibilities of COIs & M&RA
- CWCP Accomplishments and Current Initiatives
- What Next? The Way Ahead
- Civilian Workforce Development Application
  - Where we were
  - Where we are now
  - Where we are going
- Inside look at the New Civilian Marine Website Design

Goals for Workforce Development

BACKGROUND:

- Civilian Workforce Campaign plan published in Dec 2002
- CMC Tenets of White Letter No. 01-03
  - We are fully committed to all members of our team – uniform and Civilian Marines
  - All team members will embrace our core values – honor, courage and commitment
  - Our programs will support and sustain the highest level of performance across the work life cycle
  - There will be structure and opportunity for all to compete and maximize their professional potential – supporting the Marine Corps mission and considering personal goals

Goals for Workforce Development

- Establish the Marine Corps as the employer of choice
- Provide skilled workforce for the future
- Provide Civilian Marines with a career path
- Provide opportunities for training, leadership develop
  rotational assignments, and mentoring from senior lea

Civilian Marine Value Proposition

" Support Our Marines. Be Part of the Team."

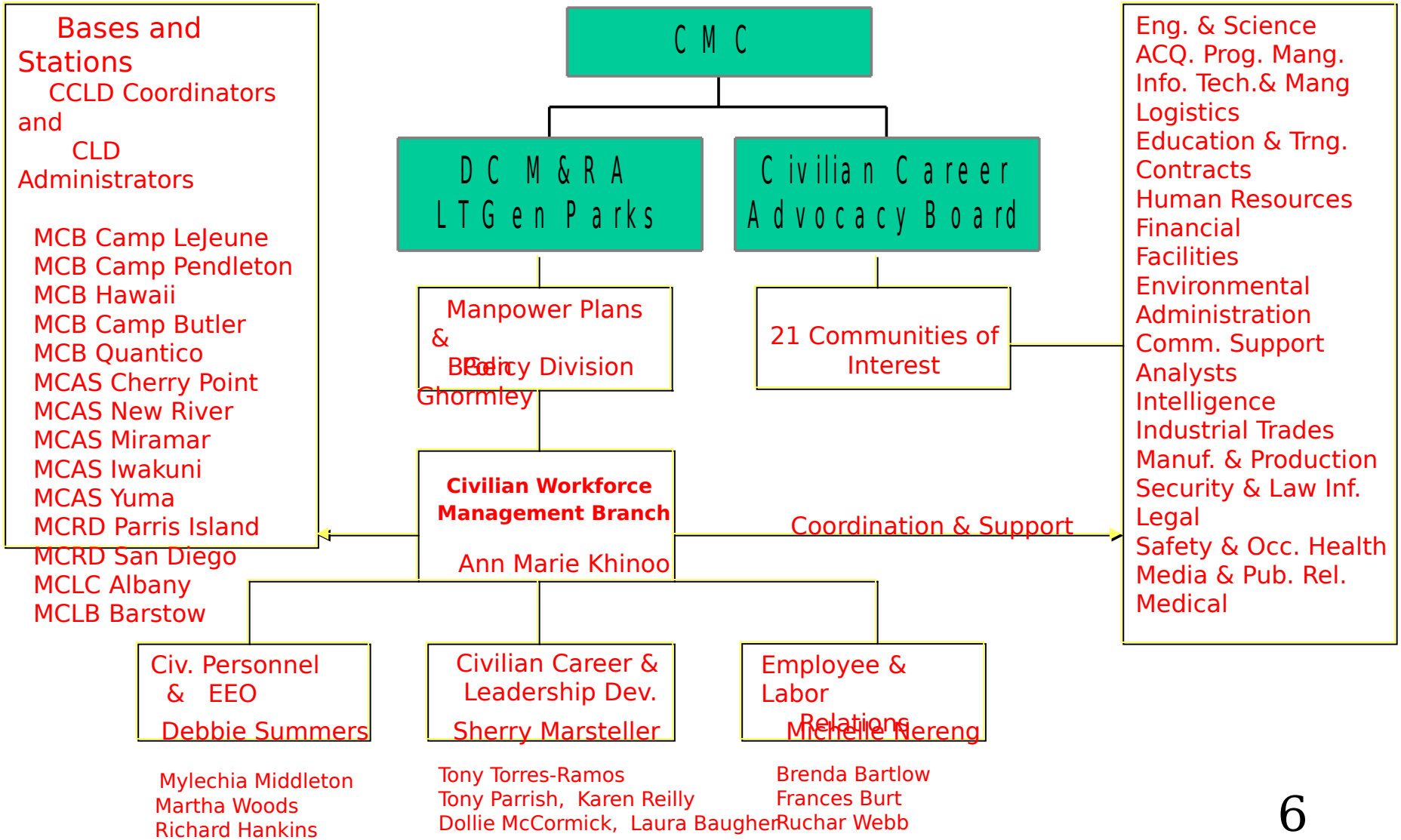
Using this as a cornerstone, our vision for the future not only defines what the Marine Corps will offer its Civilian Marines, but conversely, what the Corps expects from them. Working in true partnership with
Marines, Civilian Marines will continue to play an integral role in supporting the mission of the Marine Corps and will provide an invaluable service to our commanders. Civilian Marines serve as an integral element
of the total force and provide a range of support to Marine Corps forces, enabling them to accomplish assigned missions across the full spectrum of expeditionary operations and warfare. The Marine Corps is constantly transforming to meet the challenges of changing threats. We, too, must transform our workforce management approaches to create an environment for Civilian Marines to take full advantage of their potential and continue to make valued contributions to the mission.

The Civilian Workforce Management programs will strive to
achieve the following vision:

The Marine Corps will be the employer of choice for a select group of civilians imbued with Marine Corps values of honor, courage, and commitment. They will serve as experts, innovative, and distinctive team members, dedicated to supporting our Nation's finest fighting force.

Structure for Implementing the CWCP

Civilian Workforce Management



Roles and Responsibilities of COIs & M&RA

Communities of Interest

- Vision & COI Plans
- Guidance
- Career Paths
- Best Practices
- Communication
- Competency Development
- Demographics & “Health”
- Workforce Management
- Career Development Program
- Mentoring Civilian Marines

Manpower and Reserve Af

- Human Capital Management
- Build COI Competency Framewo
- Develop Policies
- Maintain Civilian Marine Website & IT Databases/Applications
- Provide Support to CCAB
- Provide Assistance to COIs
- Communication to Commands
- Leadership Development Progra
- Workforce Analysis

“ Support Our Marines. Be Part of the Team.”

CWCP Accomplishments and Current Initia

Civilian Workforce Management

Accomplishments

- Established 21 Communities of Interest
- White Letter 01-03
- Civilian Marine Lapel Pin
- Civilian Marine Website
- Civilian Marine Quarterly Newsletter
- Mentoring Handbook
- CLD Assessment On-Line
- Civilian Workforce Development Application

Current Initiatives

- Marine Corps Mentoring Program
- Marine Corps Acculturation Program
- CWD Application Enhancements
- CCLD Publication
- Marine Corps New Employee Orientation program (NSPS Impact)
- Marine Corps Supervisor Training Course and HR Manual (NSPS Impact)

What Next? The Way Ahead

Civilian Workforce Management

- Our Road Map Ahead For Commands, Communities Of Interest and M&RA
  - Tenets of CMC White Letter 01-03
    - . We are fully committed to all members of our team – Uniformed and Civilian Marines.
    - . All team members will embrace our core values – honor, courage, and commitment.
    - . Our programs will support and sustain the highest level of performance across the work life cycle – recruitment through to retirement.
    - . There will be structure and opportunity for all to compete and maximize their professional

Civilian Workforce Development Application

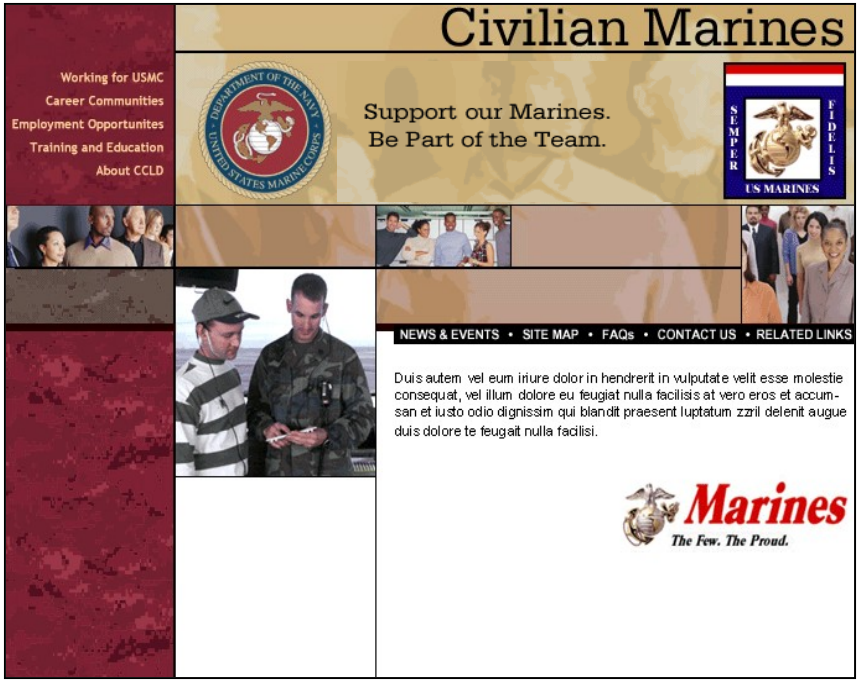
- COI Project
- Web Site Development
- Competency Management Model
- Civilian Workforce Development Application Pilot

Civilian Workforce Development Information Management Application, CWDIMA (CWDA-1)

- Developed by Contractor
- Two COI's
  - Contracts
  - ITM
- Developed at Oracle
- Migrated to M&RA
  - Development Server
- Conducted Internal Review 16 July
- Conducted Pilot 22 July
- Migration of All 21 COI data into Database
- Contract expired 31 July
- Next Steps

Access Will Be Through USMC Official Website

Civilian Workforce Management


Civilian Marines
Working for USMC
Career Communities
Employment Opportunites
Training and Education
About CCLD
Support our Marines.
Be Part of the Team.
US MARINES
NEWS & EVENTS • SITE MAP • FAQs • CONTACT US • RELATED LINKS
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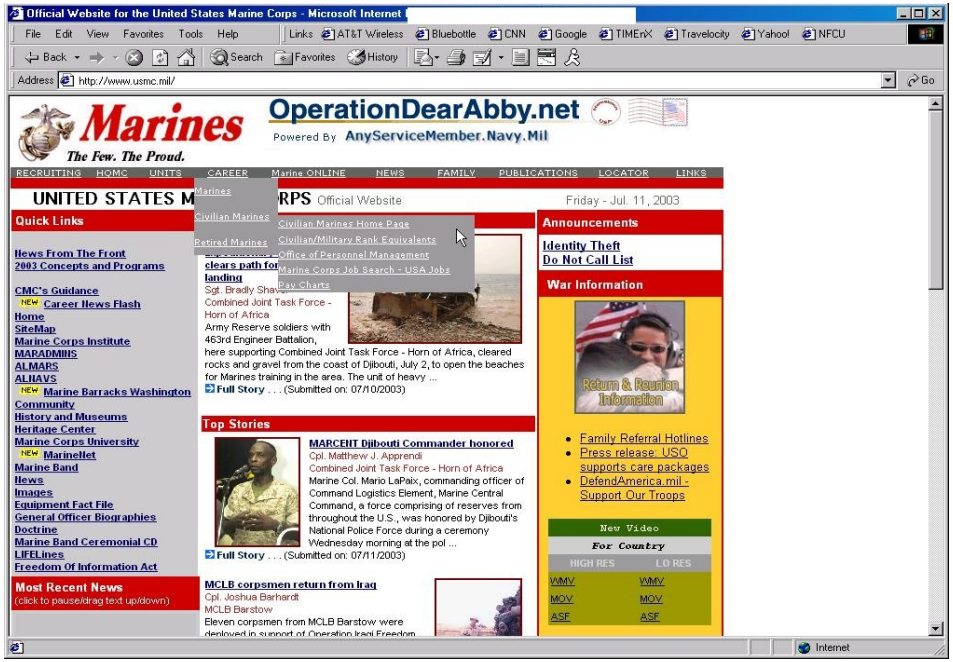
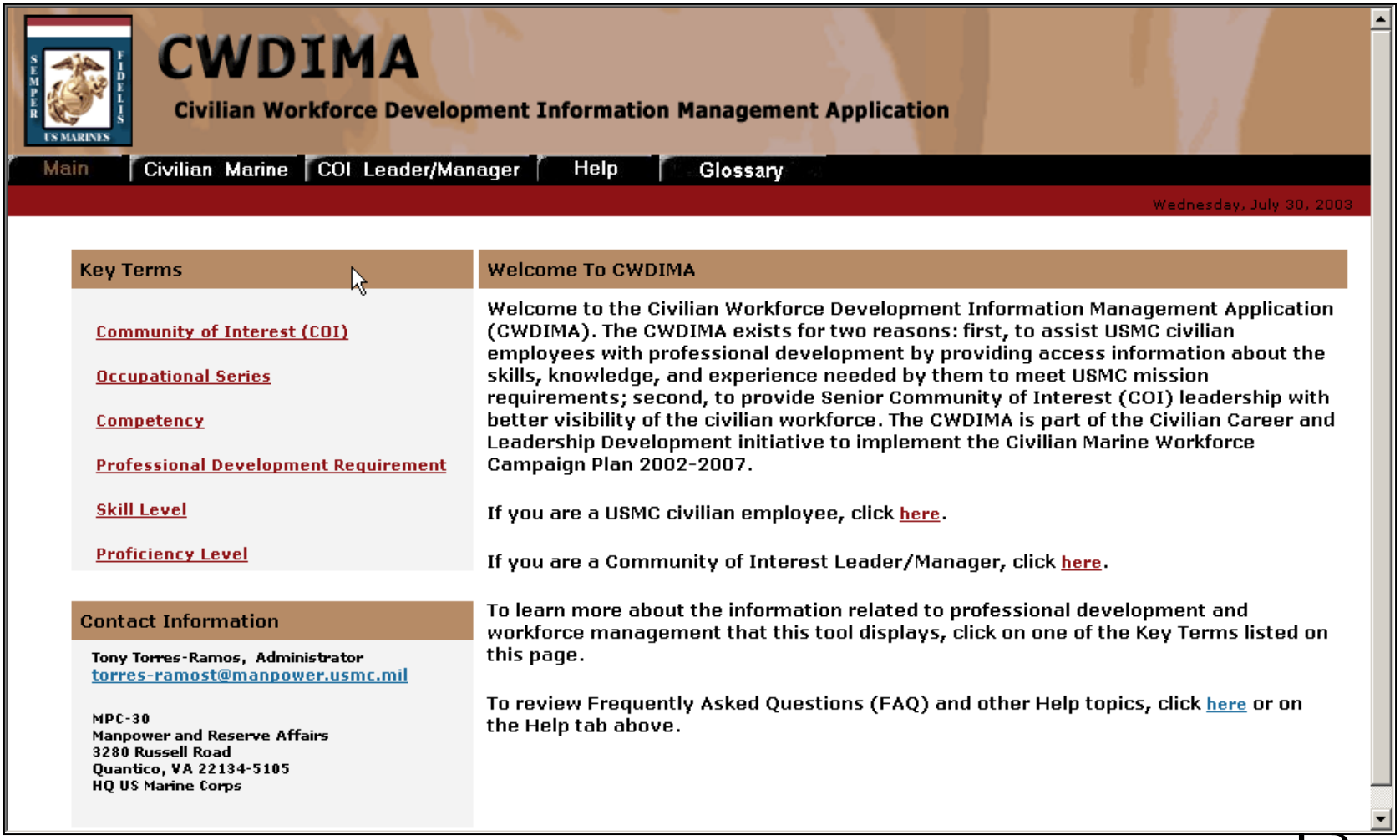
Marines
The Few. The Proud.



Portal To Competency Management

Civilian Workforce Management


CWDIMA
Civilian Workforce Development Information Management Application
Main
Civilian Marine
COI Leader/Manager
Help
Glossary
Wednesday, July 30, 2003
Key Terms
Community of Interest (COI)
Occupational Series
Competency
Professional Development Requirement
Skill Level
Proficiency Level
Contact Information
Tony Torres-Ramos, Administrator
torres-ramost@manpower.usmc.mil
MPC-30
Manpower and Reserve Affairs
3280 Russell Road
Quantico, VA 22134-5105
HQ US Marine Corps
Welcome To CWDIMA
Welcome to the Civilian Workforce Development Information Management Application (CWDIMA). The CWDIMA exists for two reasons: first, to assist USMC civilian employees with professional development by providing access information about the skills, knowledge, and experience needed by them to meet USMC mission requirements; second, to provide Senior Community of Interest (COI) leadership with better visibility of the civilian workforce. The CWDIMA is part of the Civilian Career and Leadership Development initiative to implement the Civilian Marine Workforce Campaign Plan 2002-2007.
If you are a USMC civilian employee, click here.
If you are a Community of Interest Leader/Manager, click here.
To learn more about the information related to professional development and workforce management that this tool displays, click on one of the Key Terms listed on this page.
To review Frequently Asked Questions (FAQ) and other Help topics, click here or on the Help tab above.

View Occupational Series in a Community of Interest

Community of Interest Occupational Series Report

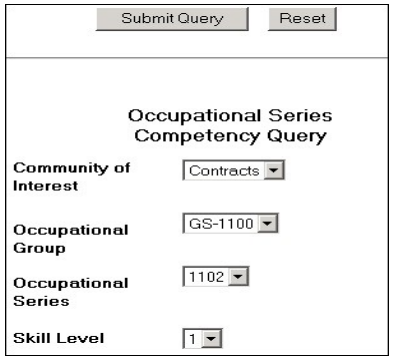
Occupational Group GS-1100 ***Occupational Series Name*** Contracting Series

Occupational Series 1102 ***Skill Level*** 1 ***Level Desc*** Entry Level

Occupational Description

This series includes positions that manage, supervise, perform, or develop policies and procedures for professional work involving the procurement of supplies, services, construction, or research and development using formal advertising or negotiation procedures; the evaluation of contract price proposals; and the administration or termination and close out of contracts. The work requires knowledge of the legislation, regulations, and methods used in contracting; and knowledge of business and industry practices, sources of supply, cost factor, and requirements characteristics.
There are four levels for this occupation series. 1102.1 is at Level 1. Level 1 is the entry level.

View Your Occupational Series Competency Report



Occupational Series Competency Report

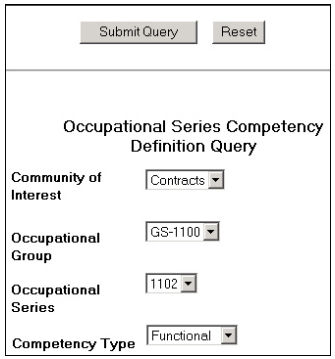
Occupational Series 1102 ***Skill Level*** 1

Job Role.Competency	*Proficiency Level*
Contingency Contracting.Int'l Political/Business Marketplace	2
Contingency Contracting.Multi-Service Actions	2
Contracting.A-76 Policies/Processes	1
Contracting.ABC/ABM	1

Proficiency Level definitions:

0)Non Applicable / No Knowledge Necessary 3)Able To Apply Autonomously
1)Conceptual Knowledge Only / No Experience 4)Able To Help Other(s) Apply / Possibly An Expert
2)Able To Apply With Help

Competency Definitions Report



Occupational Series Competency Definitions Report

Occupational Series 1102 ***Skill Level*** 1

Job Role.Competency	*Definition*
Contingency Contracting.Int'l Political/Business Marketplace	Negotiate in the international political and business practice environments.
Contingency Contracting.Multi-Service Actions	Identify, select, and follow relevant procurement rules of multi-service participants.

Occupational Series Professional Development Requirement

Occupational Series Professional Development Requirements Report

Occupational Series	1102	*Skill Level*	1	*Grade Level Range*	GS 7-9, NH-2

Academic Credential Requirement	Baccalaureate Degree
Desired Academic Coursework	N/A
SYSCOM Certification	D
DAWIA Certification Requirement	DAWIA Level 1
Education Training Requirement 1	CON 101, CON 104

Occupational Series Location and Grade Level Range Report (Positions Available

Submit Query | Reset

Occupational Series Location & Grade Level Range Query

Community of Interest: Contracts

Occupational Group: GS-1100

Occupational Series: 1102

Skill Level: 1

Sort By: Grade

Occupational Series Report by Grade

Occupational Series	Skill Level	Number of Employees	Grade	Activity Name	Duty Station	Geographic Location
1102	1	19	-	MCB Camp Butler	N/A	Okinawa, JP
1102	1	1	ES-00	Headquarters United States Marine Corps	Navy Annex	Washington, DC
1102	1	1	GS-05	MCLB Barstow	N/A	Barstow, CA
1102	1	1	GS-05	MCB Camp Lejeune	N/A	Jacksonville, NC
1102	1	1	GS-05	MCB Camp Butler	N/A	Okinawa, JP
1102	1	1	GS-05	Marine Corps Air Ground Combat Center	MCB Twentynine Palms	Twentynine Palms, CA

24 **Total number of Positions**

Occupational Series Report by Activity Name

Occupational Series	Skill Level	Number of Employees	Grade	Activity Name	Duty Station	Geographic Location
1102	1	1	ES-00	Headquarters United States Marine Corps	Navy Annex	Washington, DC
1102	1	19	-	MCB Camp Butler	N/A	Okinawa, JP
1102	1	1	GS-05	MCB Camp Butler	N/A	Okinawa, JP
1102	1	1	GS-05	MCB Camp Lejeune	N/A	Jacksonville, NC
1102	1	1	GS-05	MCLB Barstow	N/A	Barstow, CA
1102	1	1	GS-05	Marine Corps Air Ground Combat Center	MCB Twentynine Palms	Twentynine Palms, CA

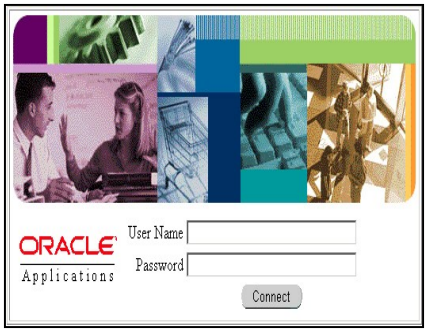
24 **Total number of Positions**

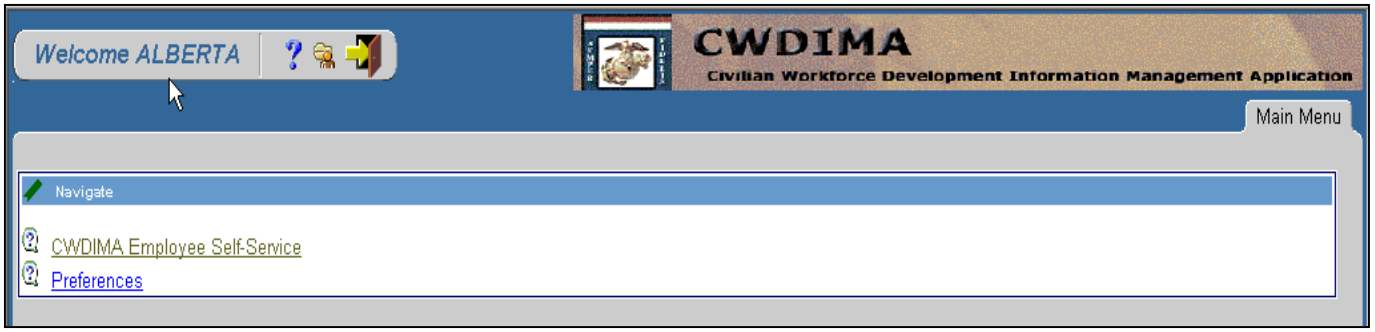
Occupational Series Report by Occ. Series

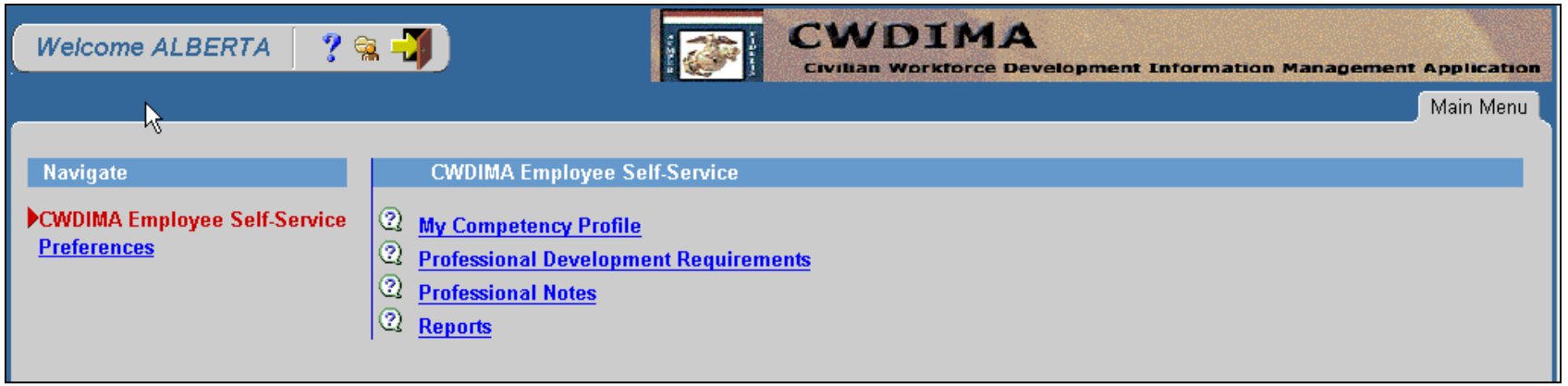
Occupational Series	Skill Level	Number of Employees	Grade	Activity Name	Duty Station	Geographic Location
1102	1	19	-	MCB Camp Butler	N/A	Okinawa, JP
1102	1	1	ES-00	Headquarters United States Marine Corps	Navy Annex	Washington, DC
1102	1	1	GS-05	MCLB Barstow	N/A	Barstow, CA
1102	1	1	GS-05	MCB Camp Lejeune	N/A	Jacksonville, NC
1102	1	1	GS-05	MCB Camp Butler	N/A	Okinawa, JP
1102	1	1	GS-05	Marine Corps Air Ground Combat Center	MCB Twentynine Palms	Twentynine Palms, CA

24 **Total number of Positions**

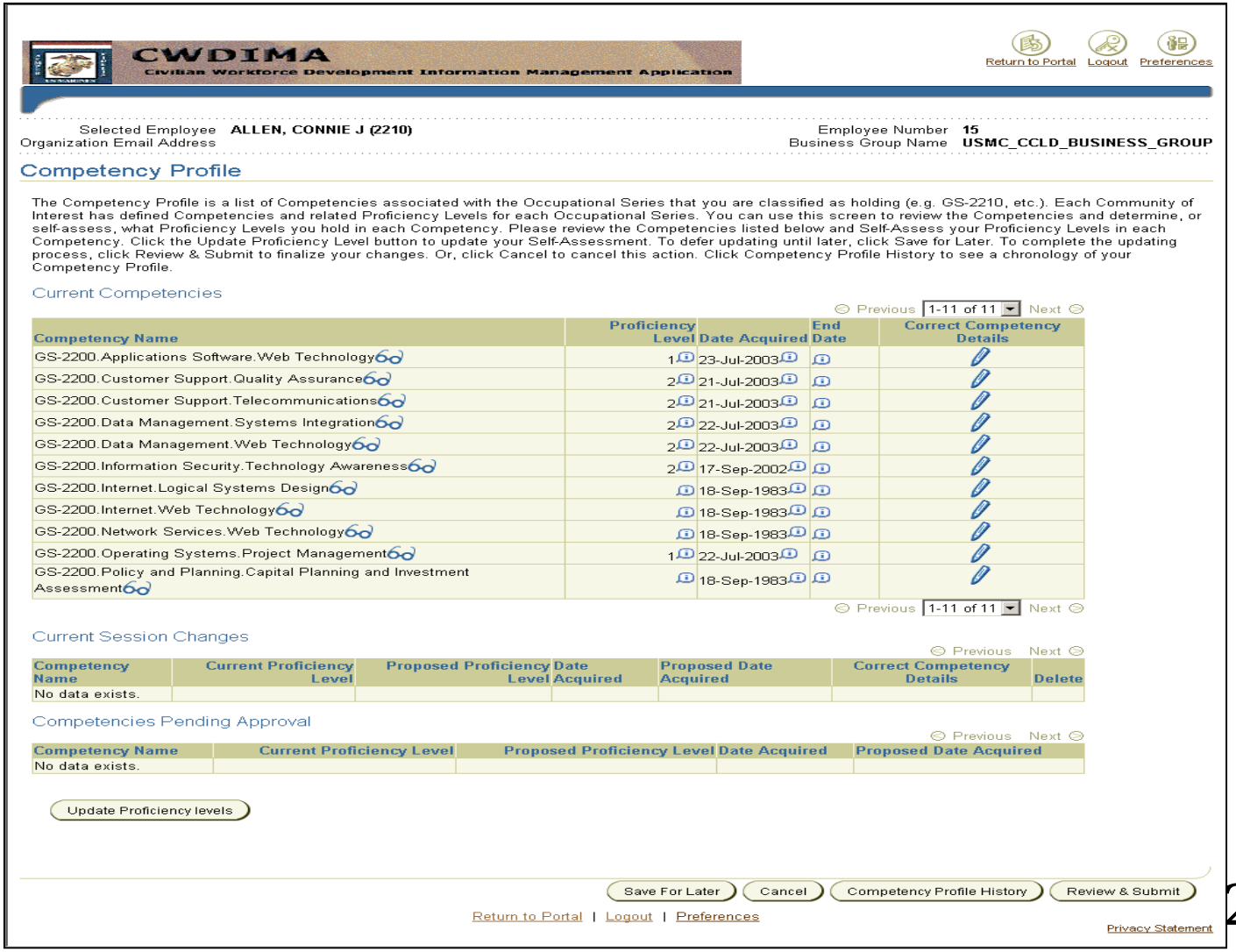
Occupational Competency Self-Assessment







My Competency Profile



CWDIMA
Civilian Workforce Development Information Management Application

Return to Portal | Logout | Preferences

Selected Employee ALLEN, CONNIE J (2210)
Organization Email Address
Employee Number 15
Business Group Name USMC_CCLD_BUSINESS_GROUP

Competency Profile

The Competency Profile is a list of Competencies associated with the Occupational Series that you are classified as holding (e.g. GS-2210, etc.). Each Community of Interest has defined Competencies and related Proficiency Levels for each Occupational Series. You can use this screen to review the Competencies and determine, or self-assess, what Proficiency Levels you hold in each Competency. Please review the Competencies listed below and Self-Assess your Proficiency Levels in each Competency. Click the Update Proficiency Level button to update your Self-Assessment. To defer updating until later, click Save for Later. To complete the updating process, click Review & Submit to finalize your changes. Or, click Cancel to cancel this action. Click Competency Profile History to see a chronology of your Competency Profile.

Current Competencies

Previous 1-11 of 11 Next

Competency Name	Proficiency Level	Date Acquired	End Date	Correct Competency Details
GS-2200.Applications Software.Web Technology	1	23-Jul-2003		
GS-2200.Customer Support.Quality Assurance	2	21-Jul-2003		
GS-2200.Customer Support.Telecommunications	2	21-Jul-2003		
GS-2200.Data Management.Systems Integration	2	22-Jul-2003		
GS-2200.Data Management.Web Technology	2	22-Jul-2003		
GS-2200.Information Security.Technology Awareness	2	17-Sep-2002		
GS-2200.Internet.Logical Systems Design		18-Sep-1983		
GS-2200.Internet.Web Technology		18-Sep-1983		
GS-2200.Network Services.Web Technology		18-Sep-1983		
GS-2200.Operating Systems.Project Management	1	22-Jul-2003		
GS-2200.Policy and Planning.Capital Planning and Investment Assessment		18-Sep-1983		

Previous 1-11 of 11 Next

Current Session Changes

Previous Next

Competency Name	Current Proficiency Level	Proposed Proficiency Level	Date Acquired	Proposed Date Acquired	Correct Competency Details	Delete
No data exists.						

Competencies Pending Approval

Previous Next

Competency Name	Current Proficiency Level	Proposed Proficiency Level	Date Acquired	Proposed Date Acquired
No data exists.				

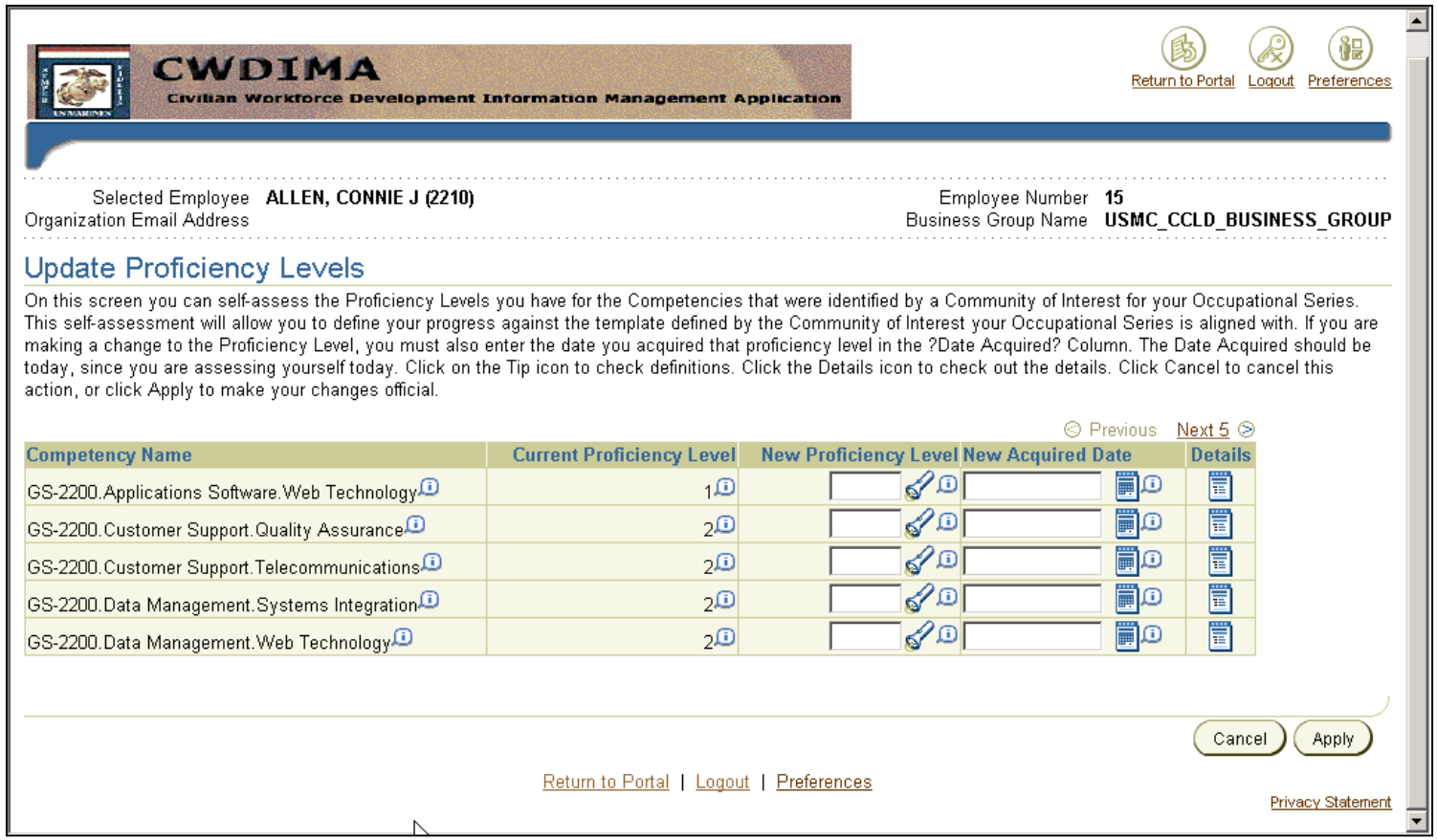
Update Proficiency levels

Save For Later | Cancel | Competency Profile History | Review & Submit

Return to Portal | Logout | Preferences

Privacy Statement

Update Proficiency Levels


CWDIMA
Civilian Workforce Development Information Management Application
Return to Portal
Logout
Preferences
Selected Employee ALLEN, CONNIE J (2210)
Organization Email Address
Employee Number 15
Business Group Name USMC_CCLD_BUSINESS_GROUP
Update Proficiency Levels
On this screen you can self-assess the Proficiency Levels you have for the Competencies that were identified by a Community of Interest for your Occupational Series. This self-assessment will allow you to define your progress against the template defined by the Community of Interest your Occupational Series is aligned with. If you are making a change to the Proficiency Level, you must also enter the date you acquired that proficiency level in the ?Date Acquired? Column. The Date Acquired should be today, since you are assessing yourself today. Click on the Tip icon to check definitions. Click the Details icon to check out the details. Click Cancel to cancel this action, or click Apply to make your changes official.
Previous
Next 5
Competency Name
Current Proficiency Level
New Proficiency Level
New Acquired Date
Details
GS-2200.Applications Software.Web Technology 1
GS-2200.Customer Support.Quality Assurance 2
GS-2200.Customer Support.Telecommunications 2
GS-2200.Data Management.Systems Integration 2
GS-2200.Data Management.Web Technology 2
Cancel
Apply
Return to Portal | Logout | Preferences
Privacy Statement

Occupational Series Competency Comparison Report

Submit Query | Reset

Competency Comparison Query

Enter the Employee Number you viewed when updating your Competency Profile

Competency Comparison Report

Employee Name: BELL, JAYNE

Occupational Series	Skill Level	Job Role.Competency	Expected Level	Personal Level
1105	2	Purchasing.Acquisition Process Review	2	
1105	2	Purchasing.Acquisition Strategy Team	2	
1105	2	Purchasing.Activity-Based Costing/Management	1	

Proficiency Level definitions:

0)Non Applicable / No Knowledge Necessary 3)Able To Apply Autonomously

1)Conceptual Knowledge Only / No Experience 4)Able To Help Other(s) Apply / Possibly An Expert

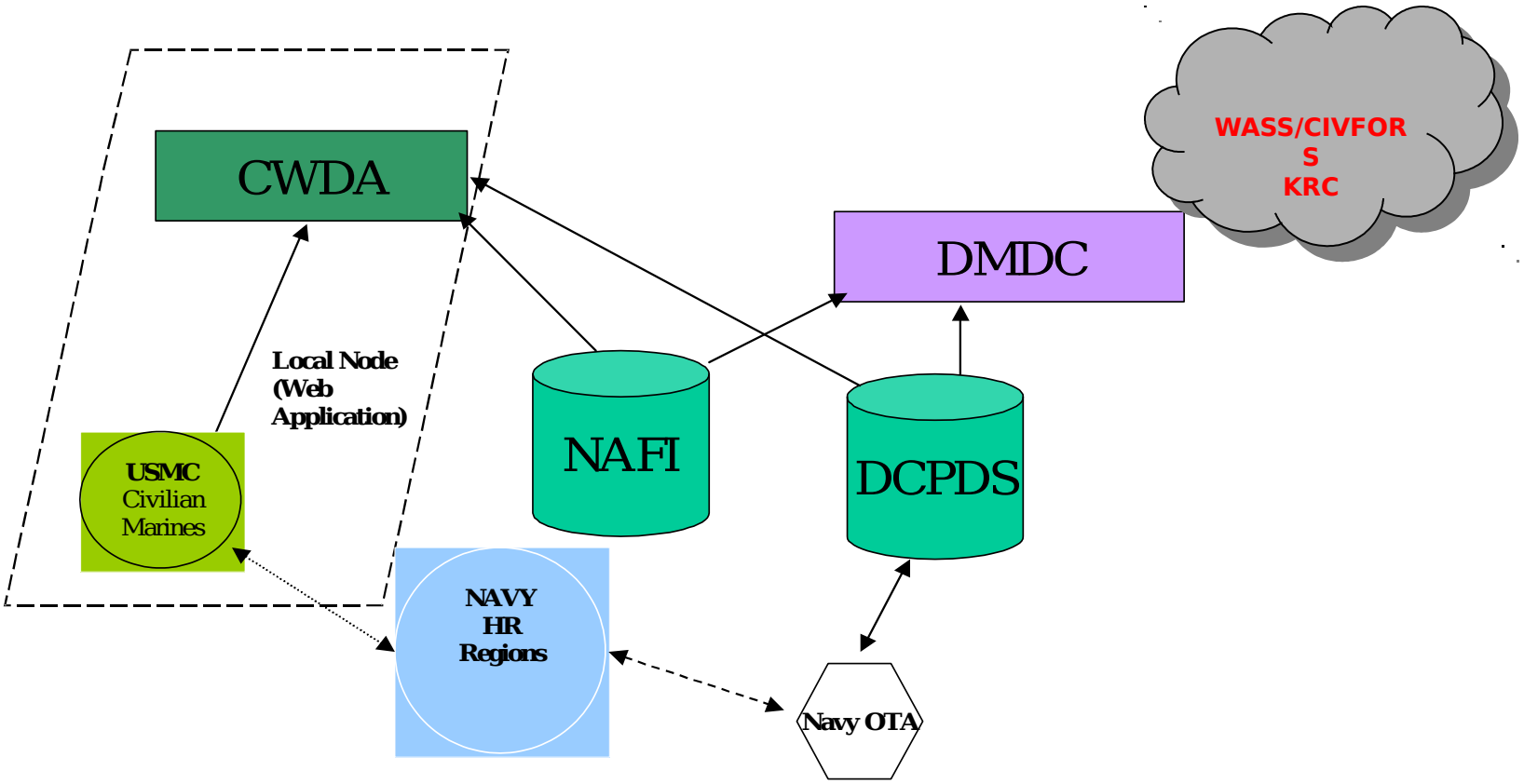
2)Able To Apply With Help

Where We Are Now

- No Contract since August 1st
- Program Management Transferred to MarCorSysCom on October 1st
- Revisit/Clarification of Requirements
- RFP Released in March Source Selection in April
- Lessons Learned From Systems Available for Possible Use With CWDA
  - OTA
  - CLDA
  - WASS/CIVFORS
  - KRC

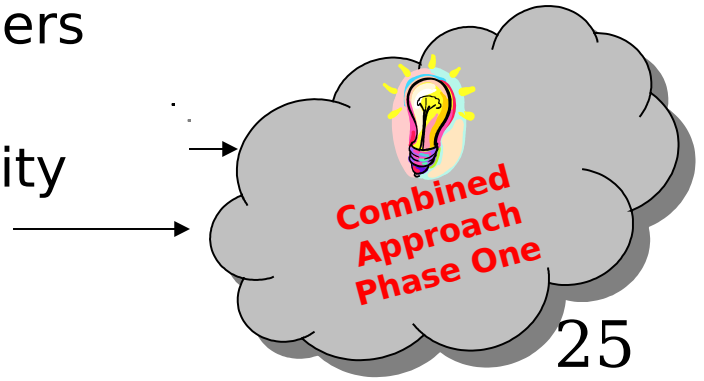
CWDA System Components

Civilian Workforce Management

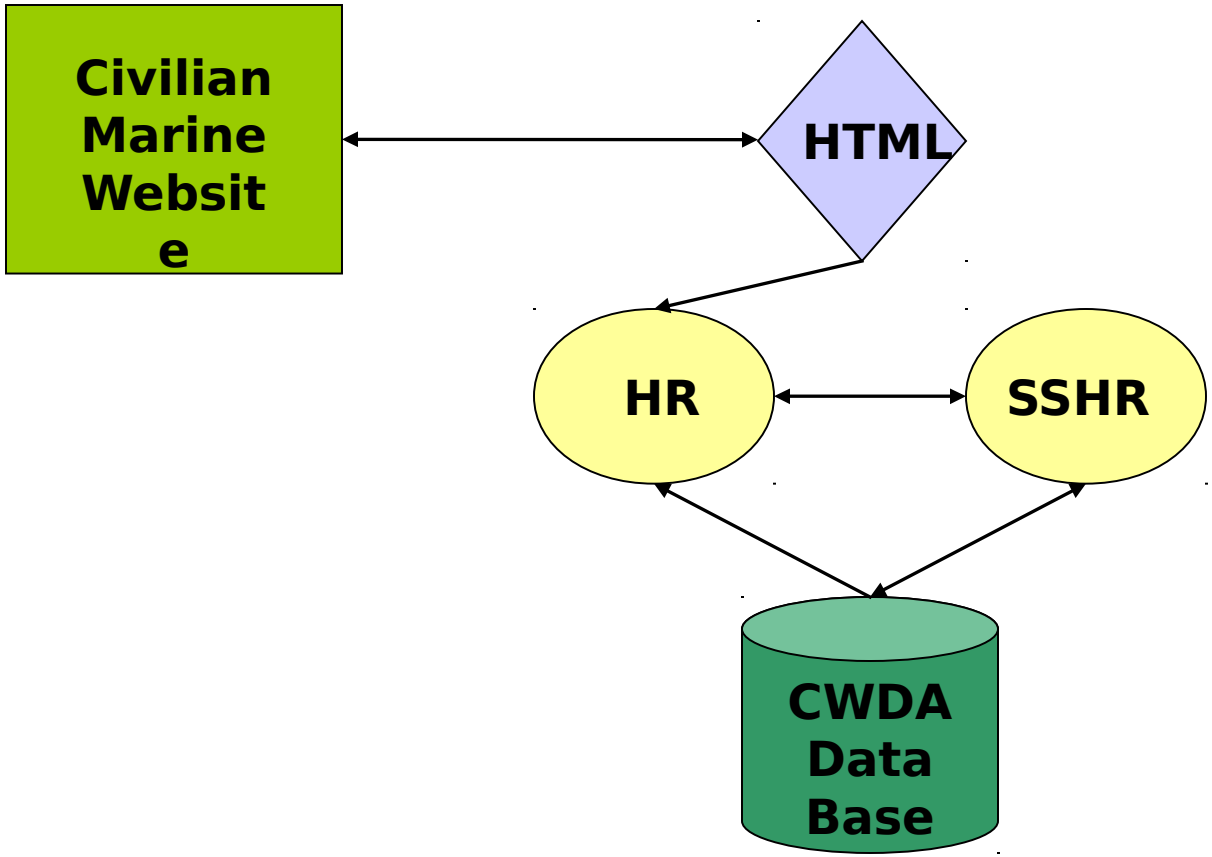


Where We Are Going

- Contract Vehicle
  - GSA Schedule
  - Development expected to start in May
- Leverage
  - Oracle Enterprise Contract
  - Lessons Learned
  - Oracle Database
  - HR and SSHR “out of box”
- Phases for Production Environment
  - HR – Generic Reports for all Users
  - SSHR – User Roles/Profiles
  - Learning Management Capability



Basic CWDA Architecture



New Civilian Marine Website Design

- Increased real estate for the user (Space on website pages)
- Ease of navigation
- Transition to M&RA Portal
- Standardized message to users
- Identify and standardized COI area within website
- Migrate documents to share database.
- Greater flexibilities for COI's to manage their own information
- Update graphic design
- Create standard way to navigate to and from the Civilian Workforce Development Application (CWDA)(Under Development) and other functional links (Knowledge Management, Civilian Leadership Development Assessment, Acculturation Program, ETC.)

Civilian Marines - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address C:\Documents and Settings\kuchkullav\Desktop\Civilian Marines.htm
Go Links

Marines
The Few. The Proud.

Civilian Marines

Support our Marines, Be Part of the Team

Manpower & Reserve Affairs

- Reserve Affairs (RA)
- Manpower Management (MM)
- Manpower Plans & Policy (MP)
- MR Division
- Manpower Information (MI)
- Financial Management (MB)

Civilian Marines

- Working for USMC
- Career Communities
- Job Oppurtunities
- Leadership Development
- Training Resources
- About CWM

Civilian Marines

To attain the highest level of performance, the Marine Corps depends on three enablers: people, processes, and technology. The most important of these is people, because our people define our capacity to perform as a fighting force. The Marine Corps employs a diverse and dedicated civilian workforce comprised of individuals with a broad degree of technical, business, and program management skills.

Events

Civilian Workforce Campaign Plan and CMC White Letter

The 33rd CMC's first White Letter addresses the Civilian Workforce Campaign Plan and his expectations. The plan provides the important framework to strengthen all aspects of the Civilian Marine work life cycle. The following are the Commandant's guiding tenets:

- We are fully committed to all members of our team – Uniformed and Civilian Marines.
- All team members will embrace our core values – honor, courage, and commitment.
- Our programs will support and sustain the highest level of performance across the work life cycle – recruitment through to retirement.
- There will be structure and opportunity for all to compete and maximize their professional potential – supporting the Marine Corps mission and

Civilian Marine News

> Heading balls 'is risk to health'
> Poor Growth in Womb May Delay Maturation
> Indonesia's Dengue Fever Death Toll Rises to 175
> Flu Vaccine Change Set for Next Year
> Thailand Studies Bird Flu Deaths in Cows

More..

Presentations

- CCCT Presentation
- CCE Brief to CCLD
- Conference Acronyms
- CWD Best Practices Presentation

Quick Links

Done
Unknown Zone (Mixed)

Scripts (DO NOT DELETE) - Microsoft Internet Explorer
File Edit View Favorites Tools Help
Back Search Favorites Media
Address http://mra-portal-dev.manpower.usmc.mil/portal/page?_pageid=53,444314,53_444316&_dad=portal&_schema=PORTAL
Go Links

Manpower & Reserve Affairs
- Reserve Affairs (RA)
- Manpower Management (MM)
- Manpower Plans & Policy (MP)
- MR Division
- Manpower Information (MI)
- Financial Management (MB)

Civilian Marines
- Working for USMC
- Career Communities
- Job Oppurtunities
- Leadership Development
- Training Resources
- About CWM

Working as a Civilian for USMC

The United States Marine Corps has a civilian workforce totaling some 25,000 employees. Some of our jobs are unique, but the majority of our positions are similar to those in other larger organizations. Our work environment, however, is unique. As a Civilian Marine, you work side by side with the very best. As you move up in your career, you can expect to be entrusted with unparalleled responsibility, including the opportunity to supervise uniformed personnel. Our goal is to be the employer of choice for civilians seeking challenging and rewarding careers.

Civilian Workforce Core Values

Our Core Values form the bedrock of the character of both our uniformed and Civilian Marines. They give us strength and regulate our behavior; they bond the Marine Corps into a Total Force that can meet any challenge.

Honor. Honor guides our uniformed and Civilian Marines to exemplify the ultimate in ethical and moral behavior; to never lie cheat or steal; to abide by an uncompromising code of integrity; respect human dignity; and respect others. The quality of maturity, dedication, trust and dependability commit uniformed and Civilian Marines to act responsibly; to be accountable for their actions; to fulfill their obligations; and to hold others accountable for their actions.

Courage. Courage is the mental, moral and physical strength ingrained in uniformed and Civilian Marines. It carries our uniformed Marines through the challenges of combat and

Our People

To attain the highest level of performance, the Marine Corps depends on three enablers: people, processes, and technology. The most important of these is people, because our

people define our capacity to perform as a fighting force. The Marine Corps employs a diverse and dedicated civilian workforce comprised of individuals with a broad degree of technical, business, and program management skills.

The Marine Corps needs workers with increased technological skills, improved service orientation, the ability to adapt to change and the capacity to do a broad range of things. We strive to infuse our organization with new and creative ideas and develop the skilled civilian workers, managers, and leaders we will need to meet future mission requirements. To meet

Quick Links

Internet

Questions?

Contact Information

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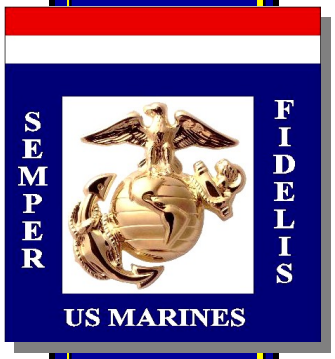

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Tony Torres-Ramos